

Attachment 2: Request for Sole Source Memo Format

DEPARTMENT OF VETERANS AFFAIRS

Justification and Approval

For

Other Than Full and Open Competition

1. **Contracting Activity:** Department of Veterans Affairs, VISN 11, Station 553, John D. Dingell VA Medical Center. (VISN 11 VA Contracting Service). Regarding 553-15-1-3102-0001, VA Engineering is requesting approval to proceed with other than full and open competition.
2. **Nature and/or Description of the Action Being Processed:** VA Engineering is requesting a New Service Contract to RTAS Systems, 200 Great Road, Suite #211, Bedford, MA., 01730, Gerald Delany, (800) 876-8888. We are requesting a contract for one Base year, plus 4 option years.
3. **Description of Supplies/Services Required to Meet the Agency's Needs:** VA Engineering requires a maintenance contract of the RTAS Digital Dictation and Medical Transcription system. The system includes Universal Ports (Telephone dictation, telephone transcription and telephone listen access = 36 ports. Central Servers - FUT-DELL-DICT-2URAI) Ivoice Dell 2UServier RAID 1, FUT-DELL-DICT-2URAI)S, Ivoice DELL 2U Server RAID 5 Data Base Server , PORTS – Dialogic Voice Card 12 Ports, SOFTWARE Applications, Ivoice Server Software, Management Console Application, no port limit, MicroSoft Windows, MS SQL, PC Anywhere Full Version, iGateway Voice Transfer Application for internet/intranet, Transcription Player, iPlayer, User License Software for PC Transcription, USB 3 function foot pedal, Transcription head set.. This procurement involves the Maintenance of the RTAS Ivoice digital dictation and transcription system (including all hardware and software, software engineering support, replacement parts, access to enhancements, bug fixes, etc). This is for a base plus four (4) pre-priced option year periods for a total aggregate amount of \$141,853.49.
4. **Statutory Authority Permitting Other than Full and Open Competition:**
 - (X) (1) Only One Responsible Source and No Other Supplies or Services Will Satisfy Agency Requirements per FAR 6.302-1;
 - () (2) Unusual and Compelling Urgency per FAR 6.302-2;
 - () (3) Industrial Mobilization, Engineering, Developmental or Research Capability or Expert Services per FAR 6.302-3;
 - () (4) International Agreement per FAR 6.302-4
 - () (5) Authorized or Required by Statute FAR 6.302-5;
 - () (6) National Security per FAR 6.302-6;
 - () (7) Public Interest per FAR 6.302-7;
5. **Demonstration that the Contractor's Unique Qualifications or Nature of the Acquisition Requires the Use of the Authority Cited Above (applicability of authority):**

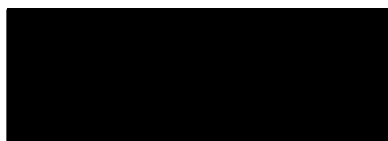
The current visually impaired remote VA transcriptionist can use existing transcription equipment from the former RTAS 9000 system (only authorized repairs can be made by RTAS Technical Support Staff) Competitive sources for equipment repair are not available for this procurement of the Ivoice RTAS Maintenance Agreement as competitive sources do not manufacture the RTAS Ivoice device parts for repair and maintenance required for the main digital dictation system or for remote transcriptionist equipment (former RTAS 9000 equipment) as visually impaired remote transcriptionists will use existing equipment, i.e. transcribe station, foot pedal, etc..Changing

vendors, service providers and hardware is not an option with the Ivoice RTAS dictation system as no other vendors have the needed component parts to replace, repair or fix hardware/software problems that will/may arise. The RTAS 9000 system was originally purchased in 1995 and this procurement maintenance agreement includes both the former and new RTAS 9000 model and Ivoice RTAS model and all component parts; continuity of patient care, revenue enhancement and productivity will be adversely affected if this procurement is with another vendor besides RTAS (now referred to as Replay Systems). The support staff at RTAS are well known to the Health Information management staff at the John D. Dingell VA Medical Center and have a proven track record for efficiently resolving various dictation/transcription hardware/software issues related to their system; past service has been both professional and efficient and other vendors cannot be utilized to maintain the existing or upgraded RTAS Ivoice Replay system (RTAS...now referred to as Replay Systems is the only manufacturer of the RTAS Ivoice system). RTAS Systems is the prime capability producer of this product, i.e. Ivoice digital dictation/transcription system; this product offers reliability and capability required by our facility in the provision of patient care, reimbursement and critical administrative support 24 hours a day seven days a week.

6. **Description of Efforts Made to ensure that offers are solicited from as many potential sources as deemed practicable:** Because the equipment can only be repaired and upgraded by RTAS, no other efforts were made to other vendors.
7. **Determination by the Contracting Officer that the Anticipated Cost to the Government will be Fair and Reasonable:** The anticipated cost is around \$2500 per month. This is fair and reasonable for 24/7 coverage. This is similar to what has been paid in previous years through GSA Contract GS-35F-0742V.
8. **Description of the Market Research Conducted and the Results, or a Statement of the Reasons Market Research Was Not Conducted:** Market research was conducted. There are no vendors, other than RTAS Systems that will support our RTAS dictation system. A search of GSA advantage was conducted by Casey Thayer, Chief Facility Management Service.
9. **Any Other Facts Supporting the Use of Other than Full and Open Competition:** There must be zero delays in maintaining the current RTAS 9000 equipment and RTAS/Ivoice equipment due to the substantial impact this will have on patient care, staff productivity, reimbursement, and accreditation, etc.
10. **Listing of Sources that Expressed, in Writing, an Interest in the Acquisition:**

Gerald Delaney
RTAS Systems
200 Great Road, Suite #211
Bedford, Ma. 01730
(800)-876-8888
11. **A Statement of the Actions, if any, the Agency May Take to Remove or Overcome any Barriers to Competition before Making subsequent acquisitions for the supplies or services required:** In the future, we will compete any purchases of a new Dictation System. Market research will be conducted to see what other vendors provide this style dictation system.

12. **Requirements Certification:** I certify that the requirement outlined in this justification is a Bona Fide Need of the Department of Veterans Affairs and that the supporting data under my cognizance, which are included in the justification, are accurate and complete to the best of my knowledge and belief.



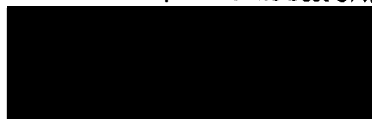
Chief, Facility Management Service
John D. Dingell VAMC

7-14-14

Date

13. **Approvals in accordance with FAR 6.304** This part is filled out by Contracting Staff as part of the Justification

- a. **Contracting Officer's Certification (required):** I certify that the foregoing justification is accurate and complete to the best of my knowledge and belief.

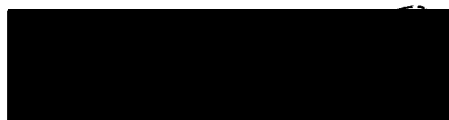


Title CONTRACTING OFFICER
Facility NCO 11

7/15/2014

Date

- b. **NCM/PCM (Required \$3K and above):** I certify the justification meets requirements for other than full and open competition.



Network Contract Manager
VISN/PCA X Supr Cont Spec

7/18/14

Date

Title
Facility